



Weare Public Library

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Board of Trustees

Raymond J. Kelly, Chairman

Susan Morin, Treasurer

Jill Tacy, Secretary

Paul Marsh, Alternate

Terri Wahnowsky, Alternate

Christine Hague, Director

Minutes

Board of Trustees Meeting

Thursday October 7, 2010

Present: Ray Kelly, Susan Morin, Jill Tacy, Trustees; Paul Marsh, Alternate Trustee; Christine Hague, Director.

The meeting was called to order at 6:35.

Helene Kurk came to the meeting of Library Trustees to talk about the 250th anniversary of Weare. The anniversary is in 4 years and will be held in 2014. The committee is working on ways to generate money and would like input from the town to make the celebration special. Helene wanted to:

1. To get word out that the group exists
2. To inform people that the committee is working on beautification by plants bulbs. Plantings were done in front of Brownies this year. More plantings are planned for Center Woods and Bolton field. The plantings are being done to build up Weare for the upcoming celebration.
3. Ask groups to participate and think about ways they could participate in the celebration in 2014. They would like it to be a grand celebration and are getting the word out. There will be a website with more information in the coming months.

Acceptance of Minutes:

Meeting minutes were reviewed, an amendment was proposed to page two of the minutes to include pursuant to RSA 91-A:3, II (a), setting compensation" at the end of the sentence that says, "The Trustees held a roll call vote to enter non-public session." The amendment was accepted and agreed upon by the trustees. Treasurer Morin moved to accept the minutes of the September 2, 2010 meeting, Chair Kelly seconded and all were in favor.

Public Hearing:

A public hearing came to order at 6:47 pm. to accept \$404.33 in funds from donations, income generating equipment, other (see attached table.) Treasurer Morin made a motion to accept the funds, Chair Kelly seconded the motion. All present were in favor. The public session ended at 6:51pm.

Reports:

Director's Report

Requests for pricing on the roof replacement was requested from Ed Belanger. Paul Bessie monitored the electricity from the library for a weekend. Spikes and dips in the power were noted and PSNH was notified. PSNH came to monitor and did not note any anomalies. They have written a report however the report has not been received yet. The library will be responsible to protect our equipment. A surge protector was purchased for the new server however more surge protection may be required for the library.

Computer work has started but has not been finished. Both servers are running in tandem. The new server has the software on it but Jeff has not switched it over to ensure that the new server will run independently. A new printer was purchased because the old printer was not compatible with the new server.

Staff changes include hiring Bryanna Letourneau as a replacement for Holly Gamache. Barbara Talbot has resigned her cleaning position. That job will be posted.

Chair Kelly moved to accept the Director's report, Treasurer Morin seconded and all present were in favor.

Old Business:

Complete Budget; set Default Budget

The trustees reviewed the budget proposals. Changes were made to fill in lines in the proposed budget. The wage line is remaining the same until we hear from the Board of Selectman on what they will be doing with wages for town employees. The Trustees have agreed that they will revisit this at the November meeting. Discussion occurred around the increased fees for the NH Downloadable books. The fee has increased from approx \$700 to \$1750 due to the increased population in Weare and an increase in the state library fees. The trustees discussed that this technology is being demanded by the public and not offering this is placing the library and its services even further behind.

Options for Window Repairs

One option features covering over the asbestos with a sealant to take care of the asbestos. The other option would remove the asbestos but would require an air quality monitor and a test for air quality before painting. The trustees discussed both options. The Trustees are recommending that the asbestos be removed. This recommendation will be brought to the Board of Selectmen for final approval.

Staff Review Summary of Goals:

Director Hague shared a review of the library staff goals. Review of staff goals and the service goals for the library show that the staff goals are aligned with the service goals for the library. This review also shows that in order to meet all of the goals that more resources would be necessary.

Wage Study:

Treasurer Morin contacted the LGC to inquire about a wage study. There would be 10% discount given to the library if we were to do a wage study. With the discount this cost \$225 per position to complete the study. This would include putting together a job description and a proposed wage for each position. The trustees have decided to revisit this at another time.

New Business:

Amendment to Circulation Policy

The policy will be changed to read that a driver's license will be required to prove residency in the town of Weare. An additional sentence will be added to say in cases where a resident does not have a driver's license the library may accept a utility bill bearing the person's name and local address.

The wording for processing fees will be changed from per item to a \$5 dollar processing fee. Treasurer Morin move to accept the amendments and Chair Kelly seconded. All present were in favor.

2011 Warrant Article

Since the warrant for wages didn't pass last year, the trustees have decided to put the article on the warrant for wages in 2011.

Requests for Staff Hours

Capitol Floor Bids

Contractors are beginning to come in for site visits so bids should be coming in. The trustees asked director Hague to bring the bids to the board of selectmen.

Chair Kelly made a motion to adjourn and Treasurer Morin seconded. All present were in favor.

Meeting adjourned at 8:31pm.

Next Meeting

Thursday, November 4, 2010 at 6:30 pm.

Respectfully submitted,

Jill Tacy, Secretary

/attachment

Weare Public Library 7-Oct-11 Hearing to Accept Funds		
Source	Designation	Amount
Replace item	books, supplies	\$5.00
Delta Dental (suzanne Wason)	books, supplies	\$200.00
Replace card	books, supplies	\$9.00
Refund	books, supplies	\$7.83
Donations	books, supplies	\$116.50
Income generating equipment	books, supplies	\$66.00
Total cash		\$404.33